



Aging Manitoba Workforce

a health and safety initiative

Aging Manitoba Workforce (AMW) Project

Final Report

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Executive Summary

Project Summary

Manitoba's population has grown significantly in the past ten years and continues to both grow and age. The purpose of the Aging Manitoba Workforce project was to address the issue of a gap in educational resources related to older worker health and safety for employers, workers, and other stakeholder groups. Educational resources are also required to address issues of stereotyping and age-based discrimination in the workplace.

In addition to a lack of educational resources, Manitoba and Canada are experiencing labour shortages. These shortages are projected to continue and increase. Maintaining a safe and healthy aging workforce not only benefits workers and employers but can contribute to keeping older workers in the workforce.

Background

A provincial, national, and international environmental scan was done to confirm the needs for this project. This scan also looked at how the aging workforce issues were being addressed in other jurisdictions. This scan provided information for developing the RWIP funding proposal. Major project stakeholder groups were identified as, employers, workers, human resource professionals, occupational safety and health practitioners, unions, supervisors, industry-based safety associations, and worker safety and health representatives. Their support of the project proposal was secured via letters of support.

Process

The project was designed in four phases, research, development, implementation, and evaluation, and was completed over 18 months. The project team consisted of a project manager, health and safety consultant, e-learning and digital marketing developer, and a research assistant.

A Project Advisory Committee (PAC) was formed and provided input and direction in all phases of the project. A content development committee provided input into the development, implementation, and evaluation phases.

Results

Research and Research Report – Comprehensive primary and secondary research was completed and documented in the research report.

Design of the E-Learning Centre Website – A wireframe design was developed to guide the overall development of the website.

Development of eight E-Learning Modules – These learning modules contain a quiz, tutorial, additional resources, and an evaluation form. All modules were pilot tested.

Design and populating of the Resources Centre – An extensive review of existing resources was completed, and 120 resources selected. The resources were organized in various filter types including stakeholder groups.

Production of an explainer video – An animated video was developed to provide an orientation to the Aging Manitoba Workforce E-Learning Centre.

Project Sustainability Planning – A sustainability model and terms of reference for a Community Advisory Committee were developed in collaboration with Manitoba Building Trades (MBT).



Recommendations

Manitoba Building Trades (MBT) has committed to maintaining the AMW E-Learning Centre website after the project phase. The project team recommended that:

- WCB and SAFE Work Manitoba develop an awareness/educational campaign focused on health and safety of the aging Manitoba workforce.
- MBT develop a communications plan to promote awareness of the website and its resources.
- MBT partner with Canadian Centre for Occupational Health & Safety (CCOHS) and other organizations to mutually promote the AMW website and resources.
- A provincial or national conference on health and safety and the older workforce be explored.
- Maintain and update the sustainability plan on a regular basis.

Project Overview/Introduction

Manitoba's population has grown significantly in the past ten years and continues to grow. In addition to growing, Manitoba and Canada's population is also aging. This trend is consistent internationally. It is expected that over the next 30 years, the trend of an aging workforce will only increase.

As the population ages and life expectancy increases people are working longer, out of necessity or by choice. As the workforce is aging (defined by this project as 45 years +) occupational health and safety will need to be one of the factors at the forefront to retain a viable work force.

Provincial and national labour market shortages are projected to increase as the population ages and more workers are retiring. It is important for employers to accommodate the needs of aging workers to ensure a stable labour force and economic viability. Accommodating the needs of these workers will help to minimize worker shortages. In meeting the health and safety needs of aging workers, employers are assisting their aging workers to safely remain in the workforce, which is a benefit to all.

Also contributing to the need for this project is the gap in available educational resources for older workers and their employers in Manitoba. This includes resources for combating age-based discrimination, or ageism, to create a healthy, inclusive, and diverse workplace culture.

The project was designed in four phases, research, development, implementation, and evaluation, and was completed over 18 months. The project team consisted of a project manager, health and safety consultant, e-learning and digital marketing developer and a research assistant. The identified project stakeholder groups were workers, employers, human resource professionals, occupational safety and health practitioners, unions, supervisors, industry based safety associations, and worker safety and health representatives.

A Project Advisory Committee was formed which met on a regular basis through out the project and provided input and direction in all phases of the project. In addition, a Content Working Group was formed and participated in the development and review of the e-learning modules and creation of the resource centre.

Manitoba Building Trades has made a commitment to maintain AMW E-Learning Centre website following the completion of the project. The project has been developed with sustainability in mind.



Review of Work Completed

The major work completed over the 18 months of the project included:

Research and Research Report

The research report includes an overview of the secondary research completed by a research assistant and the project team. It focuses on international, national, and provincial demographic trends, issues, and educational resources relating to workplace health and safety and the aging workforce.

The primary research, completed by the project team focused on Manitoba. It included focus groups held with stakeholder groups, an online survey, and interviews. Stakeholder groups included workers, employers, safety and health practitioners, human resource professionals, industry based safety associations, unions, and worker safety and health committee representatives.

The report includes research findings, and recommendations. Appendices include, key resources, bibliography, additional resources, and the copies of the primary research tools.

Design of the E-learning Centre Website

A wireframe document was designed with input from the Project Advisory committee members and other stakeholders. This document guided the overall design of the website and its major components.

Development of eight E-Learning Modules

Eight self learning modules were developed with input from the Project Advisory Committee and the Content Development Committee. Each learning module contains a quiz, tutorial, and additional resources section. The modules were tested with a sample of users who provided feedback on the evaluation form.

Design and populating of the Resources Component

Resource sections were organized by various filters including stakeholder groups. An extensive review of existing resources was completed, and 120 resources selected. The resources can be searched and organized in a variety of ways.

Production of an explainer video

An animated video was developed to provide an orientation to the website.

Testing and Evaluation of the E-learning Centre Website

Testing and evaluation of the website have occurred throughout its development. An evaluation form is included in all eight learning modules. In addition, social media will be used by Manitoba Building Trades and other stakeholders to provide additional opportunities for users to provide ongoing feedback.

Project Sustainability Planning

Planning for sustainability has been a part of all project phases. A sustainability model and terms of reference for a Community Advisory Committee (CAC) were developed with MBT. Both the sustainability of the website content and the technical aspects of maintaining the website were addressed.



Partnership & Stakeholder Development

Throughout the project period ongoing efforts were made to develop partnerships with major stakeholder groups. Their continued involvement will be sought through their participation in the CAC.

Communications with the Canadian Centre for Occupational Health & Safety (CCOHS) were initiated to inform them of the project and the possibilities for collaboration and partnership when the project was completed, and the E-learning Centre website was live.

How Objectives Were Met

Project Goal and Objectives

Primary Goal

The primary goal of Aging Manitoba Workforce Health and Safety Project was to develop an older worker

E-Learning Resource Centre to address the gap in educational resources and help older workers, their employers, and other stakeholders maintain a safe and healthy aging Manitoba workforce.

Project Objectives and How Met

Objective	Met by
Provide an analysis of international and provincial data that will contribute to the understanding of best practices for safety and health for an aging workforce, including return-to-work programs for older workers.	Including relevant data and recommendations in the research report data. Collecting and organizing programs and materials, which contribute to best practices, in the resource centre.
Develop educational and awareness resources for employers, workers, and other stakeholder groups, which will include approaches to address issues of workplace culture, stereotyping, and ageism.	Developed eight self-learning modules and collected and organized materials in the resource centre.
Develop e-resources for employers to help retain older workers and assist in meeting labour market needs.	Reflected these issues in the self-learning modules and collected resources.
Support older workers with safety and health resources to enhance knowledge and understanding of issues and safe work practices, to prevent injury and illness.	Developed eight self-learning modules and provided resources on the E-Learning Centre to promote knowledge of prevention, safe work practices, and issues of older workers.
Providing human resource practitioners with an understanding of the barriers facing an aging workforce, along with knowledge of the unique safety and health needs of older workers and strategies to prevent injury and illness.	Collected and organized materials specific to human resource practitioners. Developed an e-learning module for human resources professionals.
Provide safety and health practitioners with an understanding of the barriers facing an aging workforce, along with knowledge of the unique safety and health needs of older workers and strategies to prevent injury and illness.	Collected and organized materials focusing specially on older workers. Information incorporated in the e-learning modules related to barriers, H & S needs, and prevention strategies for older workers.



Project Results and Evaluation

Project Results

The overall goal of project was the development of an E-Learning Centre focused on the health and safety of the aging workforce. Eight self learning modules and a resource centre were developed. The more specific results within the Centre are identified in the previous section of work completed. (How Objectives were met)

Evaluation

Various evaluative measures were employed at all phases of the project by the Project Advisory Committee, Content Development Committee, and other stakeholders. Content reviewed/evaluated included:

- Review of draft materials including wireframe design of the E-Learning Centre
- Pilot of e-courses with structured feedback
- Review and feedback of the resource centre design and content
- Design and pilot of course evaluation feedback form which is part of all the e-courses and will be ongoing
- Review of draft research report
- Evaluation feedback will be on-going to MBT via module evaluation forms social media platforms

E-Copy of Curriculum

All the developed curriculum/courses reside on the AMW website, <https://www.agingworkforce.ca/>. The final research report and past project newsletters are also on the website.

Recommendations

- WCB and SAFE Work Manitoba develop an awareness/educational campaign focused on health and safety of the aging Manitoba workforce.
- MBT develop a communications plan to promote awareness of the website and its resources.
- MBT partner with Canadian Centre for Occupational Health & Safety (CCOHS) and other organizations to mutually promote the AMW website and resources.
- A provincial or national conference on health and safety and the older workforce be explored.
- Maintain and update the sustainability plan on a regular basis.

